

Sender's Address

Sender's Email Address

Date

Receiver's Name

Receiver's Job Title

Name of the College/ University

Address of College/ University

Subject: Thank You Letter for a Post Residency Interview

Dear ABC (Name of the Program Coordinator),

With this letter, I would like to thank you for interviewing me for the MBA residency program at _____ college (Name of the College).

Today's discussion was very informative and it was nice to meet you and your department staff. After today's interview, I feel more enthusiastic about this MBA program. I feel I will gain a lot of experience and knowledge regarding the corporate world.

Thank you once again for taking the time out of your busy schedule to interview me for the MBA residency program. Kindly contact me on my email if you have further questions. I look forward to hearing from you soon.

Sincerely,

(Signature)

Sender's Full Name